



Registration Handbook

2025-2026



Archbishop Joseph MacNeil Catholic Elementary/Junior High

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What's Inside

Welcome Message	2
School Opening	3
School Hours	3
PowerSchool	3
Required School Programs	4
Complementary Programs	4
Academics/EAP Program	9
Athletics	10
Programs and Events	11
Intramural Program	11
Clubs	11
Lunch Hour	11
School Council	11
Religious/Faith Life	11
Special Events	11
General Information	12
Agenda Book Program	12
Morning Arrival	12
Attendance	12
Homework	12
Telephone Use	12
Communications	12
Security and Emergencies	13
Bicycles/Personal Property	13
Lunch Time Policy	13
Basic Supply List	14
School Fees & Bus Passes	14
Student Owned Devices	15
School Layout	16



Welcome Message

Welcome to Archbishop Joseph MacNeil Elementary/Junior High School ...

... and your Junior High experience! AJM offers you the opportunity to grow academically, socially, physically and spiritually. In addition to our quality academic programs, we also have an outstanding complementary program including Fine Arts Courses and Career and Technology Foundation Courses. We offer a variety of clubs and athletic teams from which to choose. Our caring, Catholic atmosphere will help each of you develop to your full potential. The courses and desired extracurricular activities will make your junior high experience!

The staff at AJM is dedicated to providing exceptional learning opportunities, encouragement and guidance. With the support of your parents, along with hard work and a positive attitude, your educational experience at AJM promises to be rewarding and fun!

We look forward to you joining the AJM family!
Archbishop Joseph MacNeil Staff

Charism

Let us grow together into Christ.

Mission Statement

To be a faith-filled Catholic Community of Opportunity for all.

Vision Statement

Connecting our Catholic learning community through Christ centered creativity, inquiry, faith, and love.

Visit us @
 www.archbishopjosephmacneil.ecsd.net
Or contact us
 780-471-4218
 1026web@ecsd.net





School Opening

First Day of School INFORMATION

First Days of School

September 2nd - All Grades 1st Day

- ♦ Grade 7 students will find their homeroom lists in the gymnasium. The homeroom teachers will be there to welcome the students.
- ♦ Grade 8 & 9 students will head to their homeroom classes, staff will be available to direct students who have questions.
- ♦ Homerooms will be made available the first day of school on Powerschool
- ♦ All students should bring their basic supplies on the first day (See page 14).



School Hours



- ♦ School times are adjusted slightly each school year; exact times will be included in the online student handbook which will be discussed on the first day of school and always available on the school website
- ♦ AJM operates on a Monday-Friday schedule
- ♦ There are 4 blocks in the morning and 3 blocks in the afternoon

School doors open @ 8:05 am.
The first bell rings at 8:20 to allow students to organize themselves for the morning. Students are asked to leave the school at the end of the day promptly before 3:00 pm unless part of a team.



PowerSchool

- ♦ Powerschool is a secure website where parents and guardians can monitor their child's progress, grades, attendance, progress reports and be in continual contact with the child's teachers.
- ♦ The portal of PowerSchool allows parents & students to have real-time access to information for each child.
- ♦ You can adjust the notification settings to suit your personal needs.
- ♦ Visit <https://powerschool.ecsd.net/public>





Required Programs

As a part of the mandatory school program, all students will be enrolled in the following subjects:

- Religious Education
- Language Arts
- Mathematics
- Science
- Social Studies
- Physical Education
- Health and Life Skills



Complementary Programs (Options)

AJM Catholic Junior High School offers a wide selection of complementary courses. Descriptions of these courses, listed below, can be found later in this booklet. Students must choose the equivalent of two options per semester. **French, Music, and Recreation Leadership (Gr. 9 Only) are all full year courses (i.e. two semesters).** Courses listed below that do not have a “(2)” are one semester.

Grade 7 Options	Grade 8 Options	Grade 9 Options
French (required)	French (2)	French (2)
Band (required)	Band (2)	Band (2)
Art	Art	Recreation Leadership (2)
Business	Business	Art
Construction & Design	Construction & Design	Business
Foods & Fashion	Foods & Fashion	Construction & Design
Communication Technology	Communication Technology	Foods & Fashion
		Communication Technology

Please Note:

1. Please read course descriptions carefully before choosing. There will be **no option changes** once assigned.
2. Students will be asked to indicate the order of their preferences (**students may not necessarily get their first choices**). Course availability is dependent upon enrollment and teacher availability. As a guide, options will be assigned using the date the request was made.





Complementary Option Courses

Art

Creative expression and the exploration of art elements & principals is the foundation of the Visual Arts program. This option gives students an opportunity to develop skills in drawing, painting and three-dimensional representations. For all grades, the AJM Fine Art Program is centered around a TAB (Teaching Art Behaviours) instructional framework. This choice-centered approach regards students as artists and provides them real choices for reflecting their own ideas and interests when making art. This approach in art education supports multiple modes of art exploration & learning. The students will create, reflect upon, and respond to art using a variety of techniques & processes. In Grade 7, students will have the opportunity to experience; drawing different forms, painting, pastel and India ink work, relief composition, or sculpture. In Grade 8 students have more time to expand these processes and techniques to also explore; printmaking, and multi-media projects. In Grade 9, students will deepen their understanding through exploration of art history and contemporary artists of our time. At AJM, the art option is meant to foster a love of creativity and exploring all areas of art regardless of skill set in order to discover one's individual artistic style!

Music - Instrumental Band

(All grade 7 students must take band)

The Band program provides opportunities for junior high students to develop their skills and abilities in music. Students develop and improve aural, technical, theoretical, interpretive, and synthesis skills. They also learn to play with good tone and intonation as well as to interpret the repertoire studied. In Grade 7, band students learn about the instrument of their choice, how to play, listen, and how to make a critical judgment on music. They also learn to interpret rhythm, melody, harmony, and form. Grade 8 & 9 students develop aspects of these skills but at an advanced and appropriate level for the student's ability. All band students are also encouraged to express themselves creatively through improvisation and interpretation of music. In addition, social and historical aspects of repertoire are discussed to encourage growth in the value of appreciation, understanding, and enjoyment of music. Grade 7 band is a pre-requisite for Band 8 and Band 8 is a prerequisite for Band 9. To take Band 10 at the high school level, students must have completed Band 9.





Complementary Option Courses

French as a Second Language

(All grade 7 students must take one second language)

Through the thematic study of French language and culture, students acquire the knowledge, skills and attitudes to be effective global citizens. In their exploration of these cultures, they also gain respect and appreciation for all cultures. Students use French in a variety of situations and for a variety of purposes, acquiring strategies to maximize the effectiveness of their learning and communication. Coursework is largely project-based, but also requires students to complete a written, spoken, and listening component. The development of language competence varies amongst students. Because success is based on repetition, all students are encouraged to review and practice daily, such as reviewing their notes, reading texts or watching films.





Complementary Option Courses

Career and Technology Foundations (CTF)

CTF allows students to explore their interests and passions while making personal connections to career possibilities. Students participate in hands-on learning experiences and work towards creating real-life products, presentations or services. Students develop communication, collaboration, critical thinking, time management and problem solving skills. Students build their understanding of the world around them as they identify and apply career and life skills. The CTF program at AJM includes Communication Technology, Foods & Fashion, Construction & Design, Enterprise and Innovation and Recreation Leadership.

Communication Technology (CTF)

Comm. Tech. students will be challenged to move beyond basic levels of computer skills and other technologies. Throughout the three years students will increase in the depth of knowledge and understanding of the various technologies. Although no prerequisites are required it is important for students to have a passion for computers and digital technologies. Throughout the three years they will explore the following areas of interest: Office & Google Suite platform exploration, typing basics, introduction to coding through the Code.Org, Scratch and Python platforms, 2D and 3D digital design, and deeper exploration depending on previous experience.

Construction and Design (CTF)

Students will learn basic woodworking skills, develop safe work place practices, learn safe operation of machinery, and learn practical solutions to solving problems when building projects. Some of the projects that students make in CTS Grades 7 and 8 are bridge construction, CO2 cars, furniture, turning pens or bowls and drafting. Successful completion of modules in this strand is intended to provide students with a broad base of relevant theory and practice that builds daily living and career-specific skills.

Enterprise and Innovation (Business)

In the Business Enterprise and Innovation option course the instructional platform is real life. From the moment students enter the classroom they will be immersed in the business world! As authentic entrepreneurs, our students in Grades 7-9 will have an opportunity to earn a profit and gain life-long skills through the creation and operation of their very own Marketplace business venture. This course is designed to provide all students with authentic learning experiences that will increase their “Sphere of Influence”, enable them to make connections to the world, give back to the community through charitable initiatives, and to truly see value in all aspects of academic learning/leadership.





Complementary Option Courses

Foods and Fashion 7 (CTF)

This course is intended to give an overview of two CTF (Career and Technology Foundation) paths, Foods and Fashion. The program is presented in a semester format to our grade 7 students and offers them the opportunity to develop lifelong skills in areas indispensable to everyday life. The Foods component covers safety and sanitation rules for the kitchen, basic kitchen equipment use, fundamental techniques through a series of labs, reading and following recipes. In Fashion, basic hand stitches, iron safety, machine sewing and safety techniques, and conclude with a final culminating project.

Food Studies Grade 8 & 9 (CTF)

The Foods 8 and 9 program is presented as a semester option with entry at any grade. This option includes the development and preparation of a variety of foods inclusive of the CTF (Career and Technology Foundation) component. The course begins with Food Safety with a focus on processing, preparing, handling and serving food safely. Students will complete a variety of recipes/projects through group collaboration to develop competencies in techniques and tools when cooking. They will examine food choices in relation to Canada's Food Guide to Healthy Eating and other reliable guidelines.

Recreation Leadership (CTF)

(For grade 9 students only, application required)

Students will develop skills to enable them to become independent, positive leaders, participation in various activities which promote leadership skills and independence and growth of interpersonal skills. They will learn how to successfully plan, organize and implement an intramural program and a variety of special events within our school community. Involvement in school event planning to promote a healthier, active school setting is an important goal. Students will also participate in a fitness component that is outside of the regular physical education curriculum and can include such topics as eating right, making a fitness goal and creating a plan to meet those goals, mindfulness, promotion of living a healthier life. Students will partake in a variety of field trips to learn about community, and to understand how a variety of fitness studios are run.





Academics & EAP Program

All students in grades 7-9 take Math, English Language Arts, Social Studies, Science, Health, Religion, and Physical Education.

For more information on curriculum objectives at each grade level, please visit Alberta Education's website at <http://www.learnalberta.ca/content/mychilddlearning/> or contact your child's teachers.

Archbishop Joseph MacNeil Junior High School is a designated district site for the delivery of the Enhanced Academic Program. This program, using the Alberta Program of Studies, will prepare students to acquire the knowledge, concepts, and skills needed to engage in a higher level of learning.

The Enhanced Academic Program (EAP) is based on the following two principles:

The expectation that students perform at rigorous academic levels. To reflect this, the curriculum will challenge students to expand their knowledge and skills at a broader level.

The belief that through the development of skills, acquisition of knowledge and engagement in their learning, students can be prepared for increased academic commitment.

The Archbishop Joseph MacNeil Junior High School Enhanced Academic Program will:

Comprehensively cover and extend curriculum, as well as enrich specific learner outcomes as outlined in the Program of Studies for each subject.

Use inquiry-based learning, problem-based learning and project-based learning to provide for an engaging and challenging learning environment.

Include the incorporation of a global viewpoint from our faith-based, Catholic perspective that is founded on our social justice service towards others, which underscores the permeation of our values as we instill skills of responsibility and positive citizenship in our world.

EAP is offered in the following subject areas in grades 7-9:

- English Language Arts
- Mathematics
- Science
- Social Studies

Students are required to apply to the EAP program each year.
Application deadline March 15, 2025, please see school website for up to date information.





Athletic Programs

If competition and developing your skills in a particular sport are for you, AJM definitely has opportunities!

Junior and senior teams for both boys and girls are available in most sports. The teams compete against other schools in soccer, cross country running, volleyball, basketball, curling, track & field, badminton, and slow pitch at Division 1/2.

The AJM athletic teams have a history of pride, excellent sportsmanship and a high caliber of performance.

Soccer

Cross Country

Volleyball

Basketball

Curling

Badminton

Slow Pitch

Track and Field

Golf

Senior Teams are part of the junior high league and in addition to the regular season, they also compete in up to three additional tournaments throughout the season.

Junior Teams also participate in the junior league and can be entered into various tournaments depending on the sport and coach.



Programs & Events

Intramural Program

Participation and fun are the focus of the intramural program. During the lunch break, students have an opportunity to join in a variety of events:

- Basketball Free Throw
- Dodgeball
- Volleyball
- Floor Hockey
- 4 on 4 Basketball
- Bump
- Special Events

Friendly competition and socialization are the benefits that make everyone a winner!

Clubs

There are a number of clubs and activities available to students at AJM.

- Leadership Team
- Glee
- Art
- Yearbook
- Broadcast Team
- Jazz & Honour Band

The focus is on developing students' interests and talents. The benefits are making new friends and getting involved in interesting activities.

Lunch Hour

Students are expected to choose from the following activities available during lunch:

- Intramurals
- Outdoors
- Study Hall

Religious/ Faith Life

Throughout the year, school wide religious celebrations are held. These mark events such as School Opening, Thanksgiving, Advent, Lent, Year End. Our school community is served by:

St. Thomas More Parish
210 Haddow Close (780) 434-6313

School (Parent) Council

The purpose of the School Council is to promote the exchange of ideas and involvement of parents and school staff in matters relating to programs and policy. The School Council provides for parents and staff a vehicle for communication and an opportunity for positive support of the educational vision of AJM. Please contact The Principal or School Council chairperson for inquiries.

Special Events

Several events enjoyed by the students are held each year. Some of these include:

- Religious Celebrations
- Pancake Breakfast
- Activity Days
- Guest Presentations
- Athletic Tournaments
- Band Concerts
- Student Leadership Team Special Events (theme days)
- Gala of the Fine Arts
- Fieldtrips
- Faith Development
- Marketplace

Student Supports

We are pleased to offer a variety of supports to all students at AJM to ensure student success. With this focus in mind, we have created a team of professionals that will support all students in need of academic, mental and/or social supports.

The student support team consists of:

- Admin Team
- Learning Coach
- School Psychologist
- TA-BT's
- Educational Assistants
- Social Emotional Learning Coach

Participate and get involved!





General Information

Agenda Books

While students are not required to purchase an agenda book through school, it is highly recommended that students purchase an agenda to use throughout the school year. Effective use of an agenda book helps facilitate better time management, organization, and improved academic performance.

Morning Arrival

The school is open to students at 8:05 am. We do not have supervision available for students before this time. We ask your cooperation in ensuring that your children do not arrive at school before 7:30 a.m.

FOR THE SAFETY OF OUR STUDENTS, WE ASK THAT DRIVERS REFRAIN FROM ENTERING THE SCHOOL PARKING LOT TO DROP OFF STUDENTS IN THE MORNING OR TO PICK THEM UP AFTER SCHOOL. THE PARKING LOT IS FOR STAFF USE ONLY.

Attendance/Late Arrival

Punctuality and regular attendance at school are important factors that positively affect student achievement. Parents have the responsibility to ensure that their children attend regularly and arrive on time. **PLEASE NOTIFY THE SCHOOL IN ADVANCE IF YOUR CHILD WILL BE ABSENT.** Parents who do not phone the school will be contacted by our computerized attendance management system to notify you of the unverified absence. This occurs in the morning and after lunch. Students who are late must report to the office before entering class. Parents will be contacted should a pattern of lateness or poor attendance develop. Students who must leave the school during the school day for appointments or illness are required to report to the office. Parent contact must be made to verify the departure before leaving school.

Telephone Use/Cell Phones

There is a student-use phone beside the school office. **Students are permitted to use the office phones to call home. Cell phones can ONLY be used before and after school. The rest of the time cell phones must be locked in the lockers.**

Homework

Homework is an extension and reinforcement of daily learning. The amount of time each student will spend doing homework will vary according to grade, ability and work habits. Research shows that regularly assigned and completed homework leads to higher academic achievement, as well as improved study skills, attitudes and success. There are many ways parents can help with homework, including:

- providing a quiet, regular place of work
- help organize a regular time for homework
- be the audience for reading and written work
- check Powerschool daily
- reviewing your child's completed assignments

The support and interest of parents will have a major impact on student attitudes towards homework. It is critical that students have a homework buddy in case of absence. If you have questions about the assignments your child is bringing home, please speak with or email the teacher.

Communications

The newsletter and calendar of events are posted on our school website. Paper copies are available in the office. The website address is: **www.archbishopjosephmacneil.ecsd.net**



Lunch Time Policy

Students are encouraged to bring a lunch to school. A selection of healthy food choices and beverage items are available through the concession and vending machines. It is extremely important that students recognize that staying at school for lunch is a convenience and a privilege, rather than a right. As such, appropriate behaviour is expected at all times. Students who do not comply with our expectations in the lunch areas may be denied the privilege of staying at school during the lunch break. **We are a closed campus and as such during lunch time, students are expected to remain on school property unless they have written permission to go home.**

School Security

Parents and visitors are required to report to the office **before** contacting students or teachers. For safety reasons all of the doors are locked during school hours. Please use the front entrance. A video surveillance system is also in place.

Personal Property

Students are encouraged **NOT TO** bring valuable or unnecessary items to school. The school cannot be held responsible should these items be lost, damaged or stolen. Student owned devices are allowed for learning purposes. Your teacher will communicate class expectations to you.

Bicycles, Skateboards, etc.

Bicycles are to be locked in the racks provided and left alone until dismissal. The school does not take responsibility for theft or damage. Students are reminded that helmets are mandatory by law. Other forms of transportation such as skateboards, scooters, etc. are not to be used on the school property.





General Information

Basic Supply List

***The following is a suggested guide**

- 1 200 pages Plain Loose-leaf paper
- 4 200 pages Ruled Loose-leaf paper
- 1 Graph Loose-leaf 1cm X 1cm (100 Sheets)
- 4 Duo-Tangs (assorted colours)
- 12 HB Pencils
- 1 pkg Blue or Black Pens
- 2 Red Pens
- 2 Highlighters
- 1 pkg Pencil Crayons
- 1 White Eraser
- 1 21g Glue Stick
- 1 Whiteout tape NOT liquid
- 2 Index Dividers – pkg of 8 (16 dividers total)
- 1 Pencil Sharpener
- 1 Pencil Pouch
- 1 Pointed Scissors
- 1 30 cm Clear Plastic Ruler
- 1 Scientific Calculator – T130X
- 4 - 2 inch Binders OR 1-2 4 inch Binders
- Geometry Set (**Grade 7 only**)
- Agenda/personal planner *highly recommended for all students

Physical Education: *Mandatory to change for PE*

- Athletic Shoes
- A change of clothes
- Deodorant

A Maverick's PE shirt can be purchased through the office

- Students will be provided with a school lock.

Bus Passes

ETS and yellow bus passes are available for purchase through the office. Parents are encouraged to pay on-line through PowerSchool for bus pass purchases monthly.

<https://www.ecsd.net/transportation>

School Fees

Compulsory Fee: School fees will be published at the start of the year. These will include complementary courses and school activities.

Other Fees:

Yearbook (optional) TBD
Clubs/Teams/Fieldtrips.....TBD

Parents will be emailed a personalized fee invoice in September as well as periodically throughout the year as new fees are added. **School fees can be paid online anytime through your Powerschool account (using a credit card or debit)** or in the general office, from 8:00 a.m. to 3:30 pm. Parents experiencing financial hardship are encouraged to contact the administration to arrange a payment plan.

Students are expected to pay for lost or damaged text books or library books and for purposeful damage to equipment.



A statement of 21st Century Learning in Edmonton Catholic Schools

Preparing our students for a world not yet realized

In keeping with our Foundation Statement, the students and staff of Edmonton Catholic Schools commit to 21st century learning. In support of hopeful Christ-centered living, in a society transformed by globalization, technological innovation, and human ingenuity, 21st century learning complements our commitment as a Catholic community of learners, leaders, and educators. Edmonton Catholic Schools fosters faith-based learning that deeply engages all students and staff in 21st century learning opportunities.

COMPUTER AND INTERNET USE

All students must have the Edmonton Catholic Schools *Acceptable Use Agreement* signed by themselves and their parent/guardian. This agreement will apply to all school and personal devices that students are permitted to use on our school network. Misuse of this privilege or the network may result in loss of use.

All upper elementary and junior high students may bring their own devices to school for educational purposes during class time and **under direct teacher supervision** only. Teachers have the right to determine how, when, and to what extent, devices may be used in their classrooms. Students will follow the District Technology Responsible Use Agreement at all times. No texting, listening to music, watching videos, gaming or social networking of any kind unless it is directed by the teacher as part of the educational program. **No school pictures or videos of any kind should be taken or posted on any social media or personal sites. Teachers and administrators have the right to take the device if it is not used for educational purposes.** Devices should be fully powered prior to using them at school to avoid loss of time, management issues and overloading of electrical outlets. Students who do not follow the procedures for device use or the network may result in loss of privilege, confiscation or other sanctions deemed appropriate to the circumstance. Owning a digital device is **NOT** a requirement. **The school is not responsible for lost or damaged items.** No technical support will be given to personal devices.

GOOGLE CLASSROOM

Students - **You must use the Google Chrome Browser.**

Sign in with your school schoolid# @school.ecsd.net (ie - 2222222@school.ecsd.net) and the same password that you use to log on to a computer at school.

Then enter this web address: classroom.google.com

Parents - Here is a helpful info sheet <https://bit.ly/2IkMBO1>

Parents should not be logging in under their child's account, but rather be invited to receive parent update emails only. This protects the privacy of all the other students in the Google Classroom.



